

Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 2nd February 2012, Parish Room, (adj. Village Hall), Church Lane, Doddinghurst.

Present: Clrs. Mrs D Dicker (Chairman), Mrs J Le Page, Mr G Smith, Mr A Farrow, Mr A Smith, Mr P Davenport and Mr A Oliver; Borough Councillor Mr K Parker.

1. **Apologies for Absence.** Cllrs: Mrs A Richards (Vice Chair), Mr C Enderby, Mr G W Bateson, Mrs D Rogers-Harrison; County and Borough Councillor Ann Naylor; Borough Councillor Mr R McCheyne.
2. **Resolved.** Minutes of the meeting held on the 19th January 2012 approved and signed.
3. **Declaration of Interests from Members.** None declared.
4. **Noted: Clerk's report back on progress following the meeting of the 19th January 2012:**
 - i. Brentwood Borough Council partnership agreement chased.
 - ii. 2012/13 Precept request submitted at £47,796, a 2% increase over 2011/12.
 - iii. A copy of Scarborough Council's legal department briefing on the Localism Act and the impact on the Code of Conduct has been circulated for information and The Clerk has discussed with BBC's monitoring officer - Steve Boyle.
 - iv. Leaflets for the May elections updated.
 - v. Neighbourhood Planning Camp travel and accommodation booked.
 - vi. No burials/ ashes interments carried out in January.
 - vii. For info - All Saints' churchyard path has been completed with a sand faced dressing.
 - viii. For info - The new surgery has now been largely completed externally, with the roof in place.
 - ix. No burial ground interments carried out in December.
 - x. New Bus Shelter on the Doddinghurst Road completed.
 - xi. Footpath 10 bridge to be repaired in February 2012
 - xii. Brentwood Community Transport meeting on Sunday Bus Service attended.
 - xiii. Two sets of planning applications received but neither requires comment from the Parish Council.
5. **Noted: Schedule of Correspondence received up to the 25th January 2012.**
6. **Financial Reports and Minutes and Feedback from Committees.**
 - a. **Resolved:** Approved the Financial Reports for January 2012.
 - b. **Resolved:** Approved the Schedule of Payments for January 2012.
 - c. **Information:** Noted Planning Committee meeting draft minutes of the 31st January 2012.
 - d. **Information:** No January 2012 General Purpose Committee meeting held.
 - e. **Information:** Feedback from Members relating to Committees attended in prior month.

Clr Smith attended the Highways committee, now chaired by Clr Parker. A new customer service centre is to be launched and a major issue of communications failure in giving feedback from Highways was to be addressed and a new Contractor, Ringway, had been awarded a maintenance contract to resolve dangerous highway defects. Work was also underway to try and reduce major overhead costs involved in press advertising for planned new works. Finally, village highway maintenance issues had been discussed with Little Pound scheduled for resurfacing.

The Clerk attended a Brentwood Community Transport meeting on the proposed Sunday Bus where the following aspects were agreed:

- The Route will start in Doddinghurst and traverse Brentwood via Sainsbury and onwards via the Railway Station and Eagle Way to Herongate, and back. It will therefore give access to Brentwood Leisure Centre, Brentwood High Street, the Railway Station, Warley Dry Ski centre and Thorndon Country Parks.
- It will operate on Sundays with a core time of 10.00 to 16.00 every 2 hours.
- It will cost £2.50 per trip per adult and £1.00 per child. Bus Passes will be valid.
- The bus will stop at The Barn and the Post Office in Doddinghurst. It is also a "Hailable" service elsewhere.

- Two drivers will be employed so there will be a continuous service throughout the day with no cessation at lunch time.
- The service will commence in April 2012. (subject to confirmation of funding of £4000 by Herongate).
- The success of the service and its future would be considered at a review in October 2012, once the service had been in place for 6 months. It was agreed that parishes would carry out some in-depth advertising prior to the launch.

Doddinghurst gave BCT a cheque for £4000 as contribution for the year long trial service. Brentwood had already contributed £4000 via a Localism Grant, making the total cost for the trial £12,000

7. 🖐️ Resolution: Approved, Parish Council representatives for Brentwood Borough Council committees normally as:

- (i) Asset, Infrastructure and Localism - Cllr G Smith
- (ii) Highways - Cllr C Enderby

It was agreed that the two councillors would interwork between them as required.

8. Information: Localism Act and changes to the Code of Conduct planned for May 2012. (BBC Monitoring Officer - Steve Boyle - feedback). Noted that the Clerk has raised the matter of the potential revisions to the reporting of members interests with the monitoring officer and is awaiting his feedback.

9. Information: Noted that the date of next full council elections for Doddinghurst Parish Council will be the 3rd May 2012 and the Annual Parish Council Meeting will be on the 10th May 2012. Also noted that the period of Purdah will run from the date of publication of the Notice of the Election (27th March) to the day of the election. The Brentwood Borough Council electoral returning officer is Alison Crowe.

10. Information: Noted that the Parish Council have been informally asked by BBC planning if it wanted to hold the balance of the Neighbourhood Plan funds - £16,000, but the offer wasn't being pursued.

11. 🖐️ Resolution: Approved election pamphlets and communication programme. The pamphlets would be advertised in the village shops, especially the newsagents, on noticeboards plus a letter in the Link.

12. 🖐️ Resolution: Approve the use of the Parish Council field for a summer "Boot Camp" on the proviso that their activity did not interfere with the use and enjoyment of the space by others.

13. 🖐️ Resolution: Approved the free-of-charge use of the Parish Room by Doddinghurst Neighbourhood Watch for their monthly meetings in FY 2012/13.

14. Information: Noted, the proposed yellow line parking restrictions planned at the entrance to Lime Grove would be inadequate to control the parking problem.

15. Other urgent information (No council actions/letters/undertakings permissible on this item). Cllr Davenport undertook to investigate the ownership of the shop car park to see if the layout of the entrance, especially the poorly configured kerbing, couldn't be improved to reduce the risk of accidents. Cllr Farrow undertook to ask Andy Laing if there was a 10 year old Oak Tree that could be made available for planting in the village to celebrate the Jubilee year.

The meeting closed at 22.00

Minutes signed:

Date: 1st March 2012

Comments in public session: No separate comments recorded. The meeting was attended by three members of the public.